

Service Area VI Quality Improvement Committee Meeting – November 18, 2009

Type of Meeting	Service Area 6 Quality Improvement Committee		Date	November 18, 2009	
Place	Kedren Community Mental Health Center 4211 S. Avalon Blvd, Los Angeles 90011		Start Time	9:06 a.m.	
Chairperson	Kimberly Spears, Chairperson/ERICA Melbourne, PsyD, Co-Chair		End Time	11:00 a.m.	
Members Present	Kimberly Spears, DMH SA6 Adm; Erica Melbourne, Los Angeles Child Guidance; Julie Elder, SCHARP/Barbour & Floyd Medical Assn; Corp; Terry Robinson, Children's Institute; Mimi Nguyen, Asian Pacific Residential Treatment Program; Donna Rogue, DREW CDC; Erick Motano, Exodus Recovery; Desiree Odom, Didi Hirsch; Wendy Romo, 1736 Family Crisis Center; Carmen Haley, Alafia; Jan Nolan, LAUSD; Marilyn Campbell, Kedren Community Mental Health Center; Rosary Woods, Kedren Community Mental Health Center; Yvette Moore, Shields for Families; Jaime Sheehan, Shields for Families; Elizabeth Echeverria, SCHARP; Elva Gutierrez, The Guidance Center; Joeline Friestad, Compton Family MH Services; Jessica Davis, Star View Community Services; Terry Robinson, Children's Institute; Cathi Collins, Counseling 4 Kids; Jilia Padilla, Compton Mental Health; Phyllis Hayes, DMH-TAY; Ginger Wilkerson, Children's Institute; Rhumel Grady, FSP Compton; Jason Glasgow, Dixon Recovery Institute, Inc.; Ronda Dixon, Dixon Recovery Institute, Inc.; Jennifer Calmelat, Tessie Cleveland; Chanta Cole, The Guidance Center; Beverly Byrd, Augustus F. Hawkins;				
Members Absent	Thang Nguyen, DMH;				
DMH Support					
Agenda Item & Presenter	Discussion and Findings		Decisions/Recommendations Actions/Scheduled Tasks	Person Responsible / Due Date	
Call to Order & Introductions	The meeting was called to order at 9:06 a.m.			Kimberly Spears, Chair	
Review of Minutes	Minutes of the October 21, 2009 meeting were approved as read.			SA 6 Membership	

<p>Frequently Asked Quality Assurance and Quality Improvement SA6 Questions Kimberly Spears and Dr. Erica Melbourne</p>	<p>Reviewed the details of the FAQ from SA6 newsletter. Kimberly Spears shared information about a grant that clients can apply for. Distributed referral for utility assistance. \$15K total Internal use only must be completed by case manager/ therapist. Funds will be distributed on a first come first serve basis. Have food vouchers \$50 gift cards. Rental and eviction assistance money. No funds will be given to CalWORKs or FSP clients. Kimberly distributed the referral form and all funds must be disbursed by the end of December. For more details contact Armando, (323)298.3678, Kimberly Spears, (323) 298.3713 or Yolanda Whittington, District Chief SA 6. Gave details about upcoming triage process for all directly operated programs.</p>		<p>SA 6 QIC Membership</p>
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Agenda Item & Presenter	Discussion and Findings	Decisions/Recommendations /Actions/Scheduled Tasks	Person Responsible / Due Date
<p>QA-QI Updates – Kimberly Spears and Dr. Erica Melbourne Went over pre-audit checklist in detail.</p>	<p>A. System Review Chart Audit Dates Systems Operations audit, Clinical Records, Mon 2/8-Thurs 2/11. Plan is to pull 80 clients (not necessarily 80 charts) within 3 month window of audit. Wherever the client has received services all of those chart will be pulled. Two workshops will be held on, 2/18-2/19 and the Audit on 2/22-2/26. The audit exit will be 3/4/10.</p> <p>B. Pre-Audit Check Off List providers should review the list to ensure that their agencies are in compliance. Concerns re: implantation should be forwarded to District Chief Yolanda Whittington.</p> <p>C. Service Logs – unsure if providers are including the right amount of information. There was a request to see sample logs at the next meeting. Samples for 1. General RQST for MHS, 2. Cultural language (no English) and 3. Intensive Services</p> <p>D. RMD Bulletin(s) 1. Notification of upcoming changes in Medi-Cal Claiming requirements. 2. Providers will get an opportunity to learn more about upcoming changes in Medi-Cal requirements training only 40 staff per session. 3. Overdue Clients need re-PFI – membership requested a training from RMD on how to properly complete a PFI. Barbara Ann Floyd agreed to host if the training could be arranged.</p>		

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Agenda Item & Presenter	Discussion and Findings	Decisions/Recommendation s/Actions/Scheduled Tasks	Person Responsible / Due Date
	E. QA Bulletin(s) 1. QA Bulletin No 09-07 Opening date for episode clarification re: admission dates if the screening takes place within the same month as the assessment. 2. Quality Assurance Bulletin No 09-08 Claims during assessment period 3. QA Bulletin No 09-09 Recording and reporting mental health diagnosis 4. QA Bulletin 09-10 Procedure code changes and rendering provider info.		SA6 Membership

Respectfully submitted,


 Kimberly Spears, Chair
 12/15/09
 Date

Erica Melbourne, Co-Chair
 Date